



COMDTINST 16700.8
16 AUGUST 2002

COMMANDANT INSTRUCTION 16700.8

Subj: MARINE INVESTIGATOR BADGES AND CREDENTIALS

1. PURPOSE. This Instruction promulgates policy and procedures for the issuance, use, control, and security and accountability of marine investigator badges and credentials to Coast Guard commissioned and warrant officers and civilian personnel assigned to operational billets as marine investigators.
2. ACTION. Area and district commanders and commanding officers of units conducting marine investigations shall comply with the contents of this Instruction. Internet release authorized.
3. DIRECTIVES AFFECTED. None.
4. DISCUSSION. The Office of Investigations and Analysis, Commandant (G-MOA) is the sole authority for policy regarding the issuance, use, and control of marine investigator badges and credentials. The marine investigator badge and credentials are identification documents and shall be displayed only in connection with official duties. Use is not authorized for personal reasons or when use of a military or civilian identification card is required or appropriate. Possession of a marine investigator badge and credentials does not constitute authority to carry firearms.
5. POLICY.
 - a. Commandant (G-MOA) shall issue a specified number of marine investigator badges (enclosure 1) and the electronic authorized marine investigator credential template (enclosure 2) to unit Commanding Officers. The specified number is at the sole discretion of Commandant (G-MOA); however, it will take into account the unit personnel allowance list and actual numbers of personnel assigned to operational billets as marine investigators.
 - b. Commanding Officers shall be responsible for ensuring accountability for all marine investigator badges issued to their unit and credentials issued by their unit. Marine investigator badges shall not be transferred between units. Marine investigator badges and credentials shall not be issued exclusively of one another.
 - c. Personnel assigned to operational billets as marine investigators and whose duties require frequent liaison with the marine industry, other law enforcement agencies, or the wearing of civilian clothes, may be authorized the issuance of a marine investigator badge and credentials by Commandant (G-MOA). The minimum requirements for issuance of a marine investigator badge and credentials are as follows:

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A																										
B		8	10											1												
C					1								1	2												
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- (1) Active duty or reserve commissioned and warrant officers and civilian personnel assigned to an operational billet as a marine investigator;
 - (2) Holds and maintains a secret (or higher) security clearance;
 - (3) Designated in writing as an Investigating Officer in accordance with 46 CFR 4.03-30 or 46 CFR 5.15; and
 - (4) Successfully completed the Investigating Officers Course (IOC) at Coast Guard Training Center Yorktown.
- d. Requests for waivers of the minimum requirements shall be submitted in writing to Commandant (G-MOA). Waivers will be granted by Commandant (G-MOA) on a case-by-case basis, and only on a strong showing of necessity including a plan for future compliance with the minimum requirements.
 - e. Commanding Officers shall be responsible for ensuring that all unassigned marine investigator badges are secured and accounted for in a locked storage space with limited access.
 - f. Commanding Officers shall be responsible for ensuring personnel meet the minimum requirements or have been issued a waiver by Commandant (G-MOA) prior to issuance of a marine investigator badge and credentials.
 - g. Commanding Officers shall be responsible for ensuring that marine investigator badges and credentials are retrieved when a person holding a marine investigator badge and credentials no longer meets the minimum requirements including the completion of tour or internal transfer to a billet other than a marine investigator billet.
 - h. Any deviation from this policy must be approved by Commandant (G-MOA).
6. PROCEDURES. The issuance of marine investigator badges and credentials shall be accomplished as follows:
- a. The Commanding Officer may issue a marine investigator badge and credentials to personnel meeting the minimum requirements. This authority may not be delegated.
 - b. A photograph shall be supplied by the marine investigator meeting the following requirements for inclusion in the electronic authorized marine investigator credentials template:
 - (1) A digital photograph;
 - (2) A full-face view (top of head to upper chest) with tropical blue (long) or service dress bravo uniform for military marine investigators; and
 - (3) A full-face view (top of head to upper chest) with appropriate business attire for civilian marine investigators (a tie is required for males).
 - c. Immediately upon issuance of a marine investigator badge and credentials, the unit, full name (first, last, and middle), and badge number of the marine investigator shall be provided to Commandant (G-MOA) to maintain for security and accountability purposes.

- d. Immediately upon retrieval of a marine investigator badge and credentials, the unit and badge number shall be provided to Commandant (G-MOA) with a status of unassigned. The unit shall destroy the retrieved marine investigator credentials.
7. SECURITY AND ACCOUNTABILITY. Marine investigator badges and credentials are numbered and controlled to prevent abuse. It is essential they be protected from loss, damage, theft, and possible compromise. If a marine investigator badge or credentials are lost or stolen, an immediate written report to Commandant (G-MOA) is required. An investigation shall be initiated to discover the circumstances surrounding each loss, and every effort shall be made to recover the marine investigator badge or credentials. Commanding Officers shall ensure that all information regarding the lost or stolen marine investigator badge or credentials is forwarded to Commandant (G-MOA) for entry into the National Crime Information Center (NCIC). Damaged or severely worn marine investigator badges shall be sent to Commandant (G-MOA) for destruction. Upon receipt of a damaged or severely worn marine investigator badge, Commandant (G-MOA) may reissue a replacement. Commanding Officers shall ensure that the name, unit, and badge number of all marine investigators under their command are provided to Commandant (G-MOA). Commandant (G-MOA) shall conduct biannual audits of all marine investigator badges and credentials and may conduct an audit at any unit at any time.
8. FORMS/REPORTS. None.



PAUL J. PLUTA

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and Environmental Protection

- Encl: (1) Marine Investigator Badge
(2) Examples of Authorized Marine Investigator Credential Templates

Marine Investigator Badge



Exhibit 1-A

Examples of Authorized Marine Investigator Credential Templates

(Military)

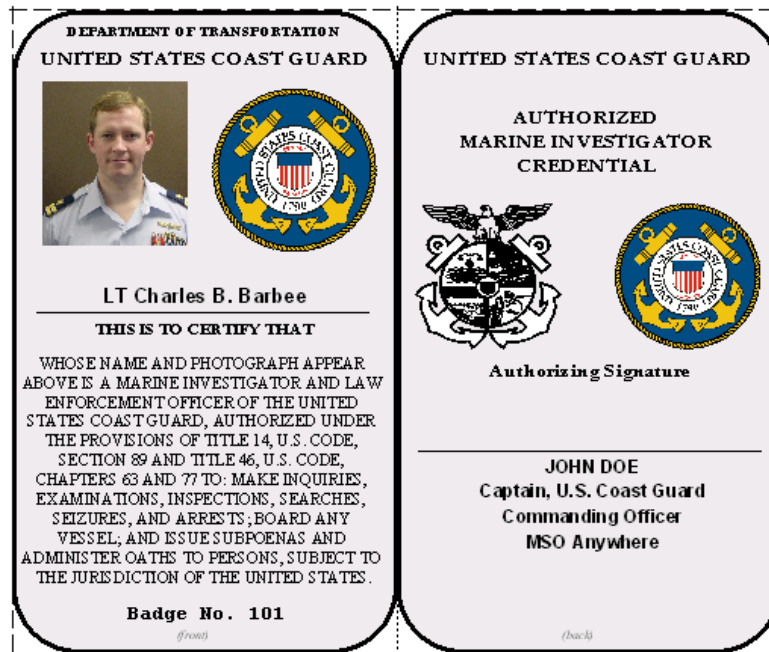


Exhibit 2-A

(Civilian)

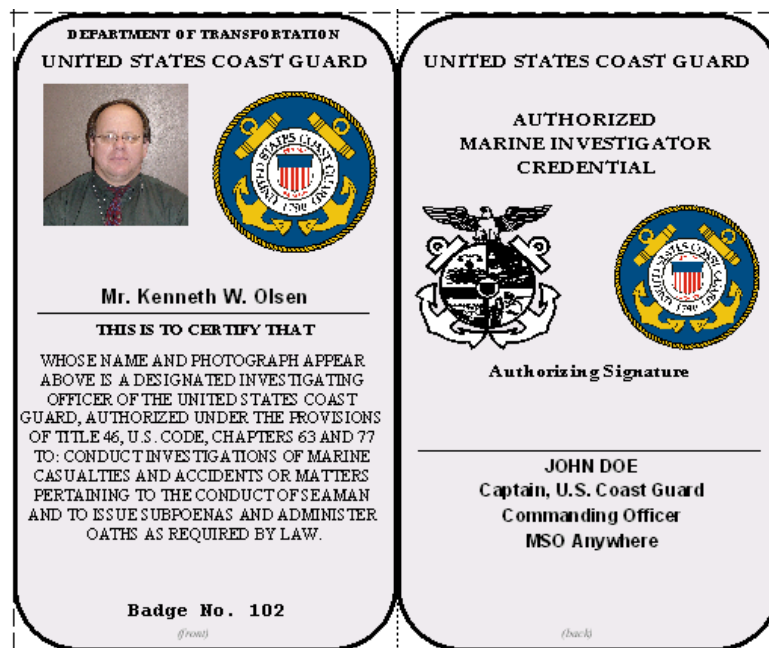


Exhibit 2-B